

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING
THURSDAY APRIL 5, 2018
INDIANA GOVERNMENT CENTER SOUTH
ROOM A OF THE CONFERENCE CENTER
402 W WASHINGTON STREET
INDIANAPOLIS, IN 46204**

CALL TO ORDER

The meeting was called to order at 11:00 a.m. by Christopher Cooke, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

BOARD MEMBERS PRESENT:

Christopher Cooke, Chairman
Donald Alford, Vice Chairman
Thomas Sproles
Frank Downing
Theodore Mau
Roland Cutter
Tasha Smith, State Department of Health

STATE OFFICIALS PRESENT:

Tracy Hicks, Board Director
Shawna Ervin, Assistant Board Director
Donald Hannah, Deputy Attorney General

ADOPTION OF THE AGENDA

The agenda was adopted.

Sproles/Cutter

6/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Donald Alford, Frank Downing, Theodore Mau, and Roland Cutter

Motion carried.

ADOPTION OF THE MINUTES OF THE FEBRUARY 1, 2018, MEETING OF THE BOARD

A motion was made and seconded to approve the minutes of the February 1, 2018 meeting as amended.

Cutter/Downing

6/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Tasha Smith, Frank Downing, Theodore Mau, and Roland Cutter

Motion carried.

ADMINISTRATIVE HEARING

1. Administrative Hearing in the matter of Mark E. Metz, FD29500089, 2017 SBFC 0005

A motion was made and seconded to issue a Notice of Proposed Dismissal.

Sproles/Cutter

5/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, Tasha Smith, and Roland Cutter

Motion carried.

2. Administrative Hearing in the matter of John Brazzell, FD20200067, 2018 SBFCS 0003

A motion was made and seconded to summarily suspend the license.

Sproles/Downing

5/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, Tasha Smith, and Roland Cutter
Motion carried.

3. Administrative Hearing in the matter of Matthew Fitzthum, FD29700015, 2018 SBFCS 0004

A motion was made and seconded to summarily suspend the license.

Sproles/Alford

5/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, Tasha Smith, and Roland Cutter
Motion carried.

OFFICE OF THE ATTORNEY GENERAL CONSUMER PROTECTION DIVISION REPORT

Written report provided.

PERSONAL APPEARANCE FOR COMPLIANCE WITH THE DECISION ON LICENSE APPLICATION IN THE MATTER OF KENNETH HEMPSTEAD, 2017SBFCS0010

Mr. Hempstead appeared.

LEGISLATIVE REPORT WITH MEREDITH LIZZA, COMMUNICATIONS AND LEGISLATIVE DIRECTOR

Ted Mau indicated he is working with the Indiana Cemetery Association to come up with guidelines for the board to possibly consider.

CORRESPONDENCE FROM WINKLEPLECK & BROCK FUNERAL HOME REGARDING THE WINKLEPLECK WEESNER FUNERAL HOME PRENEED CONTRACTS

The Board determined Winklepleck & Brock Funeral Home may not request restitution from the preneed consumer protection fund because the funeral home has accepted transfer of Winklepleck Weesner Funeral Home preneed contracts.

VERIFIED COMPLAINT REQUESTING CEMETERY MAINTENANCE ASSISTANCE

1. Jean Buckley
Re: Crown Hill Cemetery, Hobart

A motion was made and seconded that Mr. Hannah draft a letter to the cemetery, providing a copy of the complaint, to determine if they fall under the statute to determine if restitution is required.

Mau/Cooke

4/0/0

Voting in Favor: Theodore Mau, Chris Cook, Tasha Smith, and Roland Cutter
Motion carried.

VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND

A. Voss and Sons Funeral Service

Re: Winklepleck-Weesner Funeral Home, FH83000655 (Closed)

It was the consensus to table the request to determine if Voss and Sons accepted the preneed transfer from the purchaser

After further discussion, a motion was then made and seconded to pay \$2711.17 plus interest not to exceed the cost of the at-need contract.

Sproles/Mau

7/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Tasha Smith, Frank Downing, Theodore Mau, Donald Alford, and Roland Cutter

Motion carried.

B. Calumet Park Funeral Chapel for Carl Rice Jr.

Re: Kraft Funeral Home, FH10000005 (Revoked)

A motion was made and seconded to pay \$2635.73 plus interest not to exceed the cost of the at-need contract.

Sproles/Alford

7/0/0

Voting in Favor: Thomas Sproles, Christopher Cooke, Tasha Smith, Frank Downing, Theodore Mau, Donald Alford, and Roland Cutter

Motion carried.

REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES

A motion was made and seconded to accept the report below. All approved unless otherwise indicated on the report.

Downing/Alford

5/0/0

Voting in Favor: Thomas Sproles, Donald Alford, Frank Downing, Tasha Smith, and Roland Cutter

Motion carried.

COURSES FOR APPROVAL – No Indiana Law Courses

Selected Independent Funeral Homes, CE10800819

- Defining our Culture of Communication...4/26/2018, 2 CEU
- Performing at Your Best...4/26/2018, 1 CEU
- Let's Talk: Funeral Related Educational Discussions...4/26/2018, 2 CEU
- Human Resources: The Key to Your Success...4/27/2018

Batesville, Inc., CE10800652

- Exploring the Trend Towards "Out of Order" Funeral Elements...4/19/2018, 3 CEU
- The Funeral Rule: From the FTC's Lips to Your Ears...4/19/2018, 2 CEU

Kates-Boylston Publications, CE21100028

- Cremation Innovations Summit...09/28/2018, 6 CEU
- Cremation Innovations Summit...05/04/2018, 5 CEU

John F. Worland F.D. CFSP, CE21700010

- The CFSP Designation Giving Back to Your Community...Ongoing, 1 CEU

Vermilion County Funeral Directors Association – CE10800843

- Bedside Manor in Troubleshooting...03/22/2018, 2 CEU
- Challenges of Difficult Cases...03/22/2018, 2 CEU
- Hospice and the Funeral Director...03/22/2018, 1 CEU
- Helping Others Through Grief...03/22/2018, 1 CEU
- Memorialization to the Next Level...03/22/2018, 1 CEU

- Options in Funeral Vehicles...03/22/2018, 1 CEU

Cook County Funeral Directors Association (CCFDA) (new sponsor application)

- Ecumenical Indigent Burial Project (EIBP)...TBA, 3 CEU - **DENIED**
- Spring Seminar Restorative Arts...04/10/2018, 7 CEU
- Winter CE Meeting Funeral Directing...02/21/2018, 2 CEU - **DENIED**

Dodge Institute for Advanced Mortuary Studies, CE10800694

- 2018 Dodge Technical Seminar – Las Vegas...11/08/2018 & 11/09/2018, 9 CEU

D.O. McComb & Sons Funeral Homes, CE10800689

- Exploring “Complicated Mourning”: Sudden Death, Suicide Grief and Trauma Loss...04/18/2018, 5 CEU

COURSES FOR APPROVAL – Indiana Law Courses

Lake Forest Casket, Inc.

- Troubleshooting and Bedside Manners...05/03/2018, 1 CEU – **DENIED, no outline provided**
- Funeral Industry Negligence...05/03/2018, 1 CEU – **DENIED, no outline provided**
- Product Knowledge...05/03/2018, 1 CEU – **DENIED, no outline provided**

ADJOURNMENT

The meeting was adjourned at 12:55 pm